

AGENDA
COMMISSION FOR COMMUNITY ASSISTANCE, ARTS AND SPECIAL EVENTS
WEDNESDAY, MAY 3, 2017 12:00 P.M. REBEKAH HALL

CALL TO ORDER
ROLL CALL (12:00)

1. PUBLIC DISCUSSION

2. PUBLIC HEARING

Consideration of a Request by the Sheridan Arts Foundation to close Colorado Avenue, from Aspen Street to Maple Street, on Saturday, June 10, 2017 from 10:00 a.m. to 2 p.m. for the Wild West Festival.

3. APPROVAL OF MINUTES

Approval of Minutes from the March 1, 2017 Regular Meeting.

4. ACTION ITEMS

4a. Consideration of the following from the Telluride Chamber Music Festival:

- A CCAASE Calendar Date Change **to** August 6 – 14, 2017 **from** August 10 – 20, 2017
- A Banner Date Change **to** August 7 – 13, 2017 **from** August 9 – 21, 2017

5. WORK SESSION

Discussion of 2017 CCAASE Grant debrief discussion framework

6. REPORTS

6a. Staff 2018 Calendar Date Process

6b. Chairperson

7. ADJOURNMENT

Order of Agenda Subject to Change at the Meeting

DATE: April 28, 2017
TO: CCAASE Members
FROM: John Wontrobski, Parks and Recreation Projects Coordinator
SUBJECT: Regular meeting at noon, Wednesday, May 3, 2017

PUBLIC HEARING

2. Consideration of a Request by the Sheridan Arts Foundation to close Colorado Avenue, from Aspen Street to Maple Street, on Saturday, June 10, 2017 from 10:00 a.m. to 2 p.m. for the Wild West Festival.

Event organizers request the above street closure for their 2017 event (see attached notification form for event details). CCAASE policy classifies this request as a “new or modified” event, which requires CCAASE approval.

Event organizers delivered the notification form to 191 affected businesses and residents on April 17 - 18, 2017. In addition, the notice was emailed to all members of the Telluride Main Street Merchants Association on April 18, 2017. The notification form included an event description and the date, time, and location of this CCAASE public hearing.

The applicant has proposed no activities on the closed street itself beyond stagecoach and buggy rides for the public, free of charge. This activity is typically permitted through a Traffic Control Permit rather than a Street Closure.

Due to the unique nature of this application (cars allowed to stay parked/leave during the closure itself and limited activity in large closure area), staff sought input prior to the public hearing from the Telluride Marshal's Department on the application. Chief Marshal Kolar replied, “My concern is that this is a busy summer weekend and closing Colorado Ave to traffic and parking is not the best solution for this entire stretch of roadway. I'm not seeing any public safety issues as we've had this type of activity in years past.”

The proposed street closure date and times overlap with the following special event on the CCAASE Calendar: Telluride Weekend of Wellness (June 8 – 11). In addition, June 10th is the day the Town Park Campground opens to Bluegrass campers at 8 am.

ACTION ITEMS

- 4a. Consideration of the following from the Telluride Chamber Music Festival:**
- **A CCAASE Calendar Date Change to August 6 – 14, 2017 from August 10 – 20, 2017**
 - **A Banner Date Change to August 7 – 13, 2017 from August 9 – 21, 2017**

Event organizers are requesting a calendar date change for their event in 2017, which will take place at the Sheridan Opera House and in the Telluride Town Park Core Area. The Parks and Rec Commission gave approval on March 15, 2017 for a change of day for the Chamber Music Public Concert in the Core Area, from Thursday to Tuesday.

The requested dates overlap with the following event currently on the CCAASE

Calendar: Mudd Butts Mystery Theater (August 4 - 6), Jazz Celebration (August 4 – 6), and Top Chef and Taste of Telluride (August 11).

Event organizers also request banner dates of August 7 – 13, 2017. There is available banner space on the requested dates, resulting in a double banner hanging with One To One/Top Chef on August 10 – 12.

WORK SESSION

5. Discussion of 2017 CCAASE Grant debrief discussion framework

The purpose of today's discussion is to review and confirm the talking points and discussion will occur at June meeting. Staff recommends that this discussion follow the below outline of topics for discussion:

- Staff notes:
 - September Public Meeting- either remove reference from Guidelines or have the meeting
 - Move “application dropbox available to CCAASE members” one week out?
 - Make sure Board section allows for complete board member entry
 - Agendize deficiency matrix discussion for start of 2018 grant process
- Subcommittee notes:
 - Application
 - Part 3.D geographical location – address confusion (by some) that A&SE needs to be 100% in Town
 - Part 4.A summary financial information table – address confusion with placement of accurate date for “current fiscal year ending on”
 - Part 4.B other funding sources table – clarify that information should be for upcoming year
- January meeting notes:
 - Process
 - Discuss reinstatement of Board comment process for applicant feedback (Sasha)
 - Discuss average worksheet process given number of conflicts
 - Potential worksessions/interviews
 - Film re long term CCAASE funding
 - Jazz Festival
 - Telluride Institute/Palm Theatre (topic: individual programs as applicants)
 - Guidelines
 - Discuss eligibility for programs applying separately from main organization (Telluride Institute & programs, Ballet & Palm Arts, etc.)
 - Application
 - Adjust to encourage greater specificity in targeting programs/services in Telluride region for large organizations (TFF, mental health, avalanche, etc.)

- March meeting notes:
 - Process
 - Discuss the possibility of multi-year (e.g. 3 year) grants
 - Application
 - Discuss addition of “quantitative measures”
 - Discuss addition of collaborations with for-profits (as well as non-profits)
- Other
 - Double dipping (CCAASE and TC line item) - Confirm current status of the following 2017 issues and confirm plan for 2018 funding
 - Film – Nugget subsidy funding by TC and festival funding through CCAASE
 - Mental Health initiative – funding by TC (to Tri County health – no funding to partners (SMRC & Midwest Mental Health?) and organizational funding through CCAASE to SMRC and Midwest Mental Health

Draft materials will be reviewed by the Board at upcoming meetings and will be sent to grant applicants for their input in June or July, prior to final approval at the August meeting.

REPORTS

- 6a. Staff:** 2018 calendar date applications are due on May 5th and will be considered by CCAASE at the June meeting.
- 6b. Chair:**



Town of Telluride Parks & Recreation Department
P.O. Box 397, Telluride, CO 81435 (970) 728-2173
Email: jwontrobski@telluride-co.gov

STREET CLOSURE APPLICATION

Date Received _____

APPLICATION PROCEDURE

- Applicant must be 18 years or older.
- Applications must be complete (see attached checklist) and be submitted a minimum of 45 days prior to the requested closure date(s).
- **EXISTING EVENT** (*events approved last calendar year for the same location, date, and time*):
 - Please complete and submit the application for approval by Town Staff and Fire Marshal.
- **NEW OR MODIFIED EVENT** (*new events or events requesting changes in location, date, and/or time*):
 - Please contact the Parks and Recreation Department to discuss your application and get a verbal approval to proceed with the application requirements.
 - Once your completed application is received, Parks and Recreation Staff will provide the applicant with a notification form to be distributed to businesses and residents in the affected area.
 - Telluride's Commission for Community Assistance, Arts, and Special Events (CCAASE) will consider the street closure request during a public hearing at a regular scheduled meeting.

Applicant/Organization Sheridan Arts Foundation

Mailing Address: _____

Contact person: Ronnie Palamar Daytime phone: _____

E-Mail: _____

Location(s) of requested street closure:

Aspen St to Maple St with cross streets
open

Date(s) and time(s) of requested street closure:

Date(s)

Time(s) - indicate a.m or p.m.

June 10th, 2017 10:00 AM until 2:00 PM

until _____

until _____

Event description: Close street to accommodate a stagecoach and horse-drawn buggy

Will there be music?

☒ Yes / ☐ No Live ☒ Amplified ☒

Will any food, merchandise, or services be sold?

Yes / ☒ No If yes, please describe.

Will a fee or donation be collected?

Yes / ☒ No If yes, please describe.

Submit the following with your application:

- ☒ 1. *Map of the area to be closed*, showing locations of structures, barricades, security personnel, location of activities, 12 foot emergency lane, fencing and ingress/egress (if applicable).
Map should be large enough scale to show activities as requested.
* *Approved Town of Telluride street vendors must be accommodated.*
- ☐ 2. *A written plan for notifying the community of the street closure*, including: newspaper, KOTO, flyers to affected businesses & residents, and special event notices provided by the Marshals Dept.
- ☒ 3. *Proof of a Telluride Business License.*
- ☐ 4. *A check payable to the Town of Telluride in the amount of \$250 for damage / clean-up / performance deposit.* Note: Please include a self-addressed stamped envelope with your deposit. If no envelope is provided, your check will be torn up after your event if the requirements of this Agreement are fulfilled as stated.
- ☐ 5. *Trash and sanitation plan.*
- ☐ 6. *Certificate of insurance* including the following:
- A. The Town of Telluride named as an additional insured.
 - B. A minimum of \$1,000,000 per occurrence primary coverage & \$2,000,000 annual aggregate.
 - C. A minimum 30 days notice of cancellation.
 - D. Host and general liquor liability coverage (if applicable).
 - E. A minimum of \$1,000,000 personal and advertising injury coverage.
 - F. A minimum of \$50,000 fire damage.
 - G. A minimum of \$1,000,000 comprehensive auto liability (if applicable).

Conditions for Use of Public Property

- Area must remain open to the public at all times, unless a liquor license is obtained.
- Open containers of alcohol are not allowed (Telluride Municipal Code 10-7-10) unless a liquor license is obtained
- Glass is not permitted
- Event organizers are responsible for cleanup and trash removal. *Event organizers must bring their own trash bags and cleaning supplies*
- Grass/landscape protection for high traffic areas is required
- Motorized vehicles are not allowed on the grass or pathways and must park in designated areas.
- Landscape or facility damage will be billed to event organizers at replacement costs plus 15%
- Signage shall comply with all applicable Town policies
- Applicant and all attendees shall comply with all Town of Telluride Rules, Regulations, and Ordinances
- Commercial advertisements, commercial logos, web addresses, and so forth are not allowed
- Attaching signs, decorations, etc to trees is prohibited
- Tents or other temporary structures may not be placed without obtaining permission first.
- Vending shall comply with Town regulations
- No person shall use this property for business purposes or monetary gain, unless approved.
- User has inspected the premises and agrees to accept premises in such condition at the time of the use
- Wood fires are prohibited
- Pets must be on leash and not left unattended
- Pet owners are responsible for cleaning up after their pets
- Event shall comply with Town noise ordinances

I hereby agree to indemnify TELLURIDE, its officers, agents and employees, and to hold them harmless as to any claim, liability or damages, including attorney fees and court costs, arising out of, or directly or indirectly resulting from the conduct of the above event. I further understand that the above use conditions must be adhered to.

APPLICANT: Rosetta Talamar

BY: Rosetta Talamar

Title: Executive Director

Print: _____

Date: 3/31/17

APPROVED:

Parks & Rec. Director

Date

Chief Marshal

Date

Fire Marshal

Date

Town Manager

Date

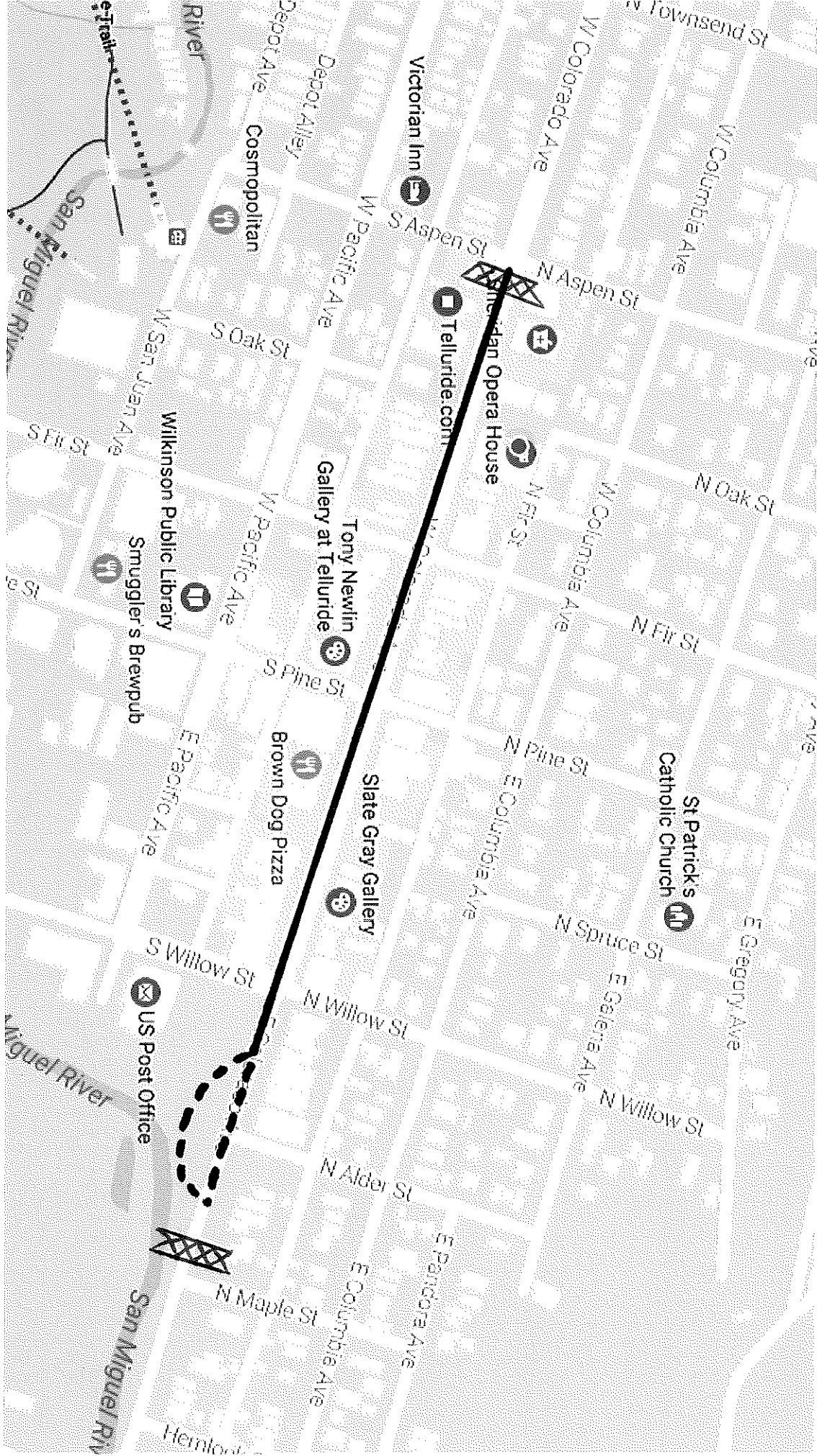
All required items received by: _____ Max: _____

Copy sent to: _____ Applicant _____ Fire _____ Marshals _____ Public Works _____ File _____

Date deposit check ripped up / sent back: _____

Google Maps

WILD WEST FEST '17



— ROUTE
- - BARRICADE



Town of Telluride Parks & Recreation Department
P.O. Box 397 (970) 728-2173
jwontrobski@telluride-co.gov

STREET CLOSURE NOTIFICATION

Dear Business or Resident,

An organization is applying to the Town of Telluride to close a street for a special event. Please read the following information carefully.

Organization Name: Sheridan Arts Foundation/Wild West Festival

Street Location: Colorado Avenue (between Aspen and Maple Streets)
Note: cross streets will be left open for north/south traffic

Closure date(s) & time(s): Saturday, June 10, 2017 10:00 a.m. to 2:00 p.m.

Event Descriptions:

The street is proposed to be closed for the Wild West Festival, which is taking place primarily in Elks Park. The applicant is proposing to have stagecoach and horse & buggy rides on Colorado Avenue from Elks Park to Town Park and back to Elks Park. Parked cars will not need to be moved (if someone needs to leave their parked space on Colorado during the closure they may do so) and north/south streets will be left open for vehicles to cross Colorado Avenue.

PUBLIC HEARING:

The Town of Telluride's Commission for Community Assistance, Arts and Special Events (CCAASE) will consider the above request at the following meeting:

CCAASE Public Hearing for Proposed Street Closure:

DATE: Wednesday, May 3, 2017
TIME: 12:00 p.m.
LOCATION: Rebekah Hall, 113 W. Columbia Avenue

If you have any concerns or comments about the proposed street closure, please attend the meeting or send written correspondence to the Parks and Recreation Projects Coordinator at the above email address.

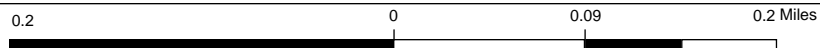


Legend

- Roads
- County Boundaries



1:5,860



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION
www.sanmiguelcountycolorado.gov

Map Generated
4/1/17 4:27 PM

Notes

191

Event Manager,

The attached notice, provided by Parks and Recreation Staff, shall be delivered to affected businesses and residents (see attached map) a minimum of **15 days** prior to the scheduled CCAASE Public Hearing, by **Tuesday, April 18, 2017**.

Please track the distribution of your street closure notices on the below form and return to Parks and Recreation Staff by **5pm on Friday, April 21, 2017**.

Organization Name: Wild West Festival **Street Location:** Colorado Ave. from Aspen St. to Maple St.
Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

<u>Address</u>	<u>Business / Resident Name</u>	<u>Delivery Method</u>	<u>Date Delivered</u>	<u>Time Delivered</u>
333 MAIN ST	MANDALA YOGA	Dropped / Mailed	4/17/17	9:45
333 MAIN	SUNSHINE	Dropped / Mailed		9:45
333 MAIN	MUSIC STORE	Dropped / Mailed		9:45
335 MAIN	MEETING ROOM	Dropped / Mailed		9:55
337 MAIN	SECOND CHANCE	Dropped / Mailed		9:55
348 MAIN	KAMRIZ GAUBER	Dropped / Mailed		9:55
394 MAIN	TOWN BARBER	Dropped / Mailed		9:55
399 MAIN	T. KARN IMPORTS	Dropped / Mailed		10:00
324 MAIN	ALPINE LODGING	Dropped / Mailed		10:00
326 MAIN	RESIDENCE	Dropped / Mailed		10:00
360 MAIN	Stearns	Dropped / Mailed		10:00
300 MAIN	ALPINE WELLNESS	Dropped / Mailed		10:00
300 MAIN	NEVADA REALTY	Dropped / Mailed		10:00
236 MAIN	VISITOR CENTER	Dropped / Mailed		10:05
232 MAIN	CHRISTIE'S REALTY	Dropped / Mailed		10:05
226 MAIN	ESPERANZA	Dropped / Mailed		10:05
226 MAIN	TURBULENCE	Dropped / Mailed		10:05
226 MAIN	HOBK	Dropped / Mailed		10:10
221 MAIN	BETWEEN 4 CORNERS	Dropped / Mailed		10:10
226 MAIN	HAB	Dropped / Mailed		10:10
218 MAIN	MOUNTAIN CHAIR	Dropped / Mailed		10:10

Organization Name: Wild West Festival Street Location: Colorado Ave. from Aspen St. to Maple St.
 Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

Address	Business / Resident Name	Delivery Method	Date Delivered	Time Delivered
327 MAIN	LUXWEST	Dropped / Mailed	4/17/17	10:15
317 MAIN	8750 BALANCET	Dropped / Mailed		10:15
307 MAIN	AROMA SPA	Dropped / Mailed		10:15
307 MAIN	SEFRA MAPLES	Dropped / Mailed		10:15
223 MAIN	JAGGED EDGE	Dropped / Mailed		10:15
221 MAIN	MULTIPLE	Dropped / Mailed		10:25
221 MAIN	CASHMERE DES	Dropped / Mailed		10:25
219 MAIN	TELLURIDE WINDOW	Dropped / Mailed		10:25
217 MAIN	KEELLES	Dropped / Mailed		10:25
215 MAIN	HELL BENT	Dropped / Mailed		10:25
209 MAIN	TELLURIDE RENTALS	Dropped / Mailed		10:25
205 MAIN	FUEL	Dropped / Mailed		10:35
201 MAIN	BUTCHER	Dropped / Mailed		10:35
135 MAIN	RGB	Dropped / Mailed		10:35
123 MAIN	COFFEE COWBOY	Dropped / Mailed		10:35
123 MAIN	LAA CALIMA	Dropped / Mailed		10:45
123 MAIN	TELLURIDE (16-421)	Dropped / Mailed		10:45
109 MAIN	SHIRT SHOP	Dropped / Mailed		10:45
101 MAIN	ANB BANK	Dropped / Mailed		10:45
161 MAIN	PICAYA	Dropped / Mailed		11:00
163 MAIN	FLORADORA	Dropped / Mailed		11:00
115 MAIN	DELICAT	Dropped / Mailed		11:00
119 MAIN	SOUTHERNS	Dropped / Mailed		11:05
121 MAIN	TELLURIDE OUTSIDE	Dropped / Mailed		11:05
127 MAIN	Z SHIRT	Dropped / Mailed		11:05
121 MAIN	APOTHEKA	Dropped / Mailed		11:05
137 MAIN	GOLD MNT. GALLERY	Dropped / Mailed		11:10
201 MAIN	SUNGASS HQ	Dropped / Mailed		11:10
267 MAIN	NUGGET THEATER	Dropped / Mailed		11:10
213 MAIN	HEAT OF TELLURIDE	Dropped / Mailed		11:15
217 MAIN	BOOT DUCTOR	Dropped / Mailed		11:15

Organization Name: Wild West Festival Street Location: Colorado Ave. from Aspen St. to Maple St.
 Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

Address	Business / Resident Name	Delivery Method	Date Delivered	Time Delivered
218 MAIN	PARADISE CLOTHES	Dropped / Mailed	4/17/17	11:15
216 MAIN	ZIA SUN	Dropped / Mailed		11:15
210 MAIN	GHOST TOWN	Dropped / Mailed		11:15
204 MAIN	ELINOFF GALLERY	Dropped / Mailed		11:15
204 MAIN	ALPINIST & GOAT	Dropped / Mailed		11:35
200 MAIN	CATAGONIA	Dropped / Mailed		11:35
150 MAIN	TELLURIDE SPORTS	Dropped / Mailed		11:35
126 MAIN	SUBLIME	Dropped / Mailed		11:45
126 MAIN	BROWN BAG	Dropped / Mailed		11:45
126 MAIN	ADAMS CHIROPRACTIC	Dropped / Mailed		11:45
126 MAIN	SPECTRUM	Dropped / Mailed		11:45
126 MAIN	SHEET WORKS	Dropped / Mailed		11:45
100 MAIN	OVERLAND	Dropped / Mailed		12:00
108 MAIN	TONY NEWLIN	Dropped / Mailed		12:00
100 MAIN	HIGH DIE	Dropped / Mailed		12:00
100 MAIN	LAST DOLLAR	Dropped / Mailed		12:10
100 MAIN	BROWN DOG	Dropped / Mailed		12:10
112 MAIN	RUSTICO	Dropped / Mailed		12:15
124 MAIN	DOWN TO EARTH	Dropped / Mailed		12:15
126 MAIN	SHANGHI	Dropped / Mailed		12:15
130 MAIN	TELLURIDE FINE ARTS	Dropped / Mailed		12:15
138 MAIN	O'BANNONS	Dropped / Mailed		12:15
200 MAIN	ACE HARDWARE	Dropped / Mailed		12:20
103 MAIN	SAGE HOUSE	Dropped / Mailed		12:30
220 MAIN	DAICOTA HOME STORE	Dropped / Mailed		12:30
224 MAIN	SAN JOAQUIN REALTY	Dropped / Mailed		12:30
238 MAIN	US BANK	Dropped / Mailed		12:37
395 MAIN	Empty	Dropped / Mailed		12:37
373 MAIN	BLICK	Dropped / Mailed		12:37
359 MAIN	ALPINE EYE CAR	Dropped / Mailed		12:40
327 MAIN	UNICARD	Dropped / Mailed		12:40

Organization Name: Wild West Festival Street Location: Colorado Ave. from Aspen St. to Maple St.
 Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

Address	Business / Resident Name	Delivery Method	Date Delivered	Time Delivered
217 MAIN	AZADI	Dropped / Mailed	4/17/17	12:43
221 MAIN	THE BEAN	Dropped / Mailed		12:43
221 MAIN	SHERIDAN HOTEL / 1302	Dropped / Mailed		12:44
425 MAIN	PRIVATE	Dropped / Mailed		12:45
475 MAIN	PRIVATE	Dropped / Mailed		12:46
485 MAIN	PRIVATE	Dropped / Mailed		12:47
398 MAIN	APT A	Dropped / Mailed	4/18/17	11:30
394 MAIN	APT A	Dropped / Mailed		11:31
394 MAIN	APT A	Dropped / Mailed		11:31
300 MAIN	CANTOR	Dropped / Mailed		11:31
300 MAIN	PEAK REFORMABLE	Dropped / Mailed		11:32
296 MAIN	GARDEN STORE	Dropped / Mailed		11:32
175 OAK	TACO DEL MAR	Dropped / Mailed		11:32
224 MAIN	APRES MASSAGE	Dropped / Mailed		11:32
228 MAIN	CONCORDIA PARTNERS	Dropped / Mailed		11:35
224 MAIN	JOHN IRWIN	Dropped / Mailed		11:35
224 MAIN	LIZ LATHAM	Dropped / Mailed		11:35
224 MAIN	RAUDY STEFAN	Dropped / Mailed		11:35
224 MAIN	SPITZER ENTERPRISE	Dropped / Mailed		11:35
224 MAIN	BODYWORKS	Dropped / Mailed		11:35
224 MAIN	THE COFT	Dropped / Mailed		11:35
224 MAIN	ALPINE COFFEE	Dropped / Mailed		11:35
220 MAIN	STAYELL HEALTH	Dropped / Mailed		11:35
220 MAIN	HUGHES ENGINEER	Dropped / Mailed		11:35
220 MAIN	MSU	Dropped / Mailed		11:45
218 MAIN	MTN HAIRCUTTER	Dropped / Mailed		11:45
218 MAIN	ALPINE PHOTO	Dropped / Mailed		11:45
204 MAIN	UNIT 1	Dropped / Mailed		11:45
204 MAIN	UNIT 2	Dropped / Mailed		11:45
200 MAIN	OVER THE MOON	Dropped / Mailed		11:45
121 FIR	LIBERTY	Dropped / Mailed		11:45

Organization Name: Wild West Festival Street Location: Colorado Ave. from Aspen St. to Maple St.
 Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

Address	Business / Resident Name	Delivery Method	Date Delivered	Time Delivered
120 MAIN	DELIVERY STATE BANK	Dropped / Mailed	4/18/17	11:55
120 MAIN	JOHN STRECH	Dropped / Mailed		11:55
120 MAIN	NICHOL PETERSE	Dropped / Mailed		11:55
120 MAIN	PETER RICCIARDELLI	Dropped / Mailed		11:55
120 MAIN	RYAN GRADY	Dropped / Mailed		11:55
100 MAIN	CENTER MENTAL HEALTH	Dropped / Mailed		12:05
	EVERBANK	Dropped / Mailed		
	MEDIAN LAW	Dropped / Mailed		
	SMITH SERVICES	Dropped / Mailed		
	TELLURIDE WINDOW	Dropped / Mailed		
	SHIFT ARCHITECT	Dropped / Mailed		
	ANGEL DELIVERY	Dropped / Mailed		
	MARK WISE	Dropped / Mailed		
	EVOLVE INTERIOR	Dropped / Mailed		
	WINTERGOWN	Dropped / Mailed		
	ONE TO ONE	Dropped / Mailed		
	SUTTON	Dropped / Mailed		
	TEL. ENERGY	Dropped / Mailed		
	HYPERBOLIC	Dropped / Mailed		
	SORINAI	Dropped / Mailed		
	PUR LUX DAY SPA	Dropped / Mailed		
	RICHARD UNIVERT	Dropped / Mailed		
	CAMILIA BACA	Dropped / Mailed		
	ASAX GROUP	Dropped / Mailed		
	BOB. KORN	Dropped / Mailed		
	NANCY REED	Dropped / Mailed		
	WILLARD	Dropped / Mailed		
	OSBORN BUILDERS	Dropped / Mailed		
	POLISHED RUN	Dropped / Mailed		
	FUSE	Dropped / Mailed		
	McKINLEY	Dropped / Mailed		
100 MAIN				12:20
120 MAIN				12:20
220 MAIN				12:20
220 MAIN				12:20
220 MAIN				12:20
220 MAIN				12:25

Organization Name: Wild West Festival Street Location: Colorado Ave. from Aspen St. to Maple St.
 Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

Address	Business / Resident Name	Delivery Method	Date Delivered	Time Delivered
220 MAIN	ALPINE LAND	Dropped / Mailed	4/18/17	12:30
	JUST FOR KIDS	Dropped / Mailed		
	SUZANNE HAZEN	Dropped / Mailed		
	TENNIS ULLM	Dropped / Mailed		
	DANIEL HIRSCH	Dropped / Mailed		
	TEDDY ERZICO	Dropped / Mailed		
	Jessica Balbo	Dropped / Mailed		
	NAVIN JOHNSON	Dropped / Mailed		
	PAMELA BENNET	Dropped / Mailed		
	EMILY HICKEY	Dropped / Mailed		
	DANIEL ZEMKE	Dropped / Mailed		
	ASAP	Dropped / Mailed		
220 MAIN	ONE ARCHITECTS	Dropped / Mailed		12:45
	TELLURIDE FOUNDATION	Dropped / Mailed		12:45
221 MAIN	WHITEMAN	Dropped / Mailed		12:45
	PURE	Dropped / Mailed		1:00
221 MAIN	BREATH	Dropped / Mailed		1:00
217 MAIN	APT	Dropped / Mailed		1:00
133 MAIN	EV. ANDERS	Dropped / Mailed		1:00
133 MAIN	UNIT 1	Dropped / Mailed		1:00
133 MAIN	UNIT 2	Dropped / Mailed		1:00
133 MAIN	UNIT 3	Dropped / Mailed		1:00
133 MAIN	UNIT 4	Dropped / Mailed		1:00
133 MAIN	UNIT 5	Dropped / Mailed		1:00
101 MAIN	UNIT 6	Dropped / Mailed		1:15
101 MAIN	SEA 2 SKI	Dropped / Mailed		1:15
101 MAIN	Stephanie FANOS	Dropped / Mailed		1:15
101 MAIN	GREG GOLDFEL	Dropped / Mailed		1:15
101 MAIN	BUGS & BREW	Dropped / Mailed		1:15
101 MAIN	ELEVATED DENTAL	Dropped / Mailed		1:15
101 MAIN	TRENT BUTAR	Dropped / Mailed		1:15

Organization Name: Wild West Festival **Street Location:** Colorado Ave. from Aspen St. to Maple St.
Closure Date(s) and Time(s): Saturday, June 10, 2017 10 a.m. to 2 p.m.

[illegible]

Draft

MINUTES

**A REGULAR MEETING OF THE
COMMISSION FOR COMMUNITY ASSISTANCE, ARTS AND SPECIAL EVENTS
WEDNESDAY, MARCH 1, 2017 12:00 p.m.
REBEKAH HALL**

CALL TO ORDER Sullivan called the meeting to order at 12:01 P.M.

Present: Sasha Sullivan (Temp. Chair) DeLanie Young
Matt Lynch (2nd Alt.) Amy Seiving
Paul Reich Pepper Raper

Absent: Wyndi Nelson, Chair Will Thompson (1st Alt.)

Staff: John Wontrobski

1. PUBLIC DISCUSSION None.

2. PUBLIC HEARING

**Consideration of a Request by the Telluride Wine Festival to close
Colorado Avenue, from Aspen Street to Willow Street, on Sunday, June 25,
2017 from 8:30 a.m. to 3 p.m. for the Telluride Wine Festival Sunday
Brunch.**

Laurel Robinson of the Telluride Wine Festival was present and addressed the Commission. Staff informed the Commission that notification requirements had been met by the applicant- 174 notices were hand-delivered within the notification area with 15 days' notice, and an emailed notice was sent to the Main Street Merchants email group.

There was no public comment.

Reich moved to approve the street closure request as presented with a **one year only condition**, seconded by Young. A vote was taken and the motion passed 5-0 (Chair did not vote)

3. APPROVAL OF MINUTES

Young moved to approve the minutes of the February 1, 2017 regular meeting, second by Seiving. A vote was taken and the motion passed 4-0, with Reich abstaining (Chair did not vote).

4. ACTION ITEMS

4a. Consideration of the following by the Telluride Academy for the Second Annual Sunset Scramble:

- **A Calendar Date Request on March 16, 2017**
- **A Banner Date Request on March 15 - 17, 2017**
- **A Banner Design**

Elaine Demas of Telluride Academy was present and addressed the Commission. Young moved to approve the requests, second by Reich.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4b. Consideration of a Calendar Date Request by the Pinhead Institute for the Science of Cocktails on June 24, 2017.

Max Strang of Pinhead Institute was presented and addressed the Commission. Reich moved to approve the calendar date request, second by Lynch.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4c. Consideration of the following Calendar Date Requests by the Palm Theatre:

- **Palm Arts Spring Dance Recital on May 21, 2017**
- **Palm Kidz: Big Bang Boom Band on June 2, 2017**
- **Palm Kidz: Peter Davison on June 23, 2017**
- **Palm Kidz: Big Bubble Circus on June 30, 2017**
- **Palm Kidz: Mysto the Magician on July 7, 2017**
- **Palm Kidz: Animals of Pokemon on July 14, 2017**
- **Palm Kidz: Steve Weeks on July 28, 2017**

Lynch moved to approve the calendar date change request, second by Young.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4d. Consideration of the following by SBG Productions for Telluride Jazz Festival:

- **A Calendar Date Request on August 4 – 6, 2017**
- **A Banner Date Request on August 3 - 7, 2017**

Steve Gumble and Courtney McClary of SBG Productions were present and addressed the Commission. Reich moved to approve the requests, second by Lynch.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4e. Consideration of a Banner Date Request by Telluride Rotary Club for the Red Ball Express on March 20, 2017

Reich moved to approve the banner date request, second by Young.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4f. Consideration of a Banner Date Request by Telluride Film Festival on September 4 - 5, 2017

Raper moved to approve the banner date request, second by Lynch.

A vote was taken and the motion passed 5-0 (Chair did not vote).

4g. Consideration of a Banner Design by MountainFilm.

Stash Wislocki of MountainFilm was present and address the Commission. Reich moved to approve the banner design request, second by Lynch.

A vote was taken and the motion passed 5-0 (Chair did not vote).

5. WORK SESSION

5a. 2017 CCAASE Grant Process De-briefing

The Board reviewed the grant survey results and discussed the outline of topics of discussion, as presented by Staff.

The below additions to the staff outline were provided by the Board (***shown in bold italics***). The remaining items will be discussed at upcoming meetings and will be incorporated into draft grant materials for review by the Board.

Debrief notes in preparation for 2018 grant process & materials

- Staff notes:
 - September Public Meeting- either remove reference from Guidelines or have the meeting
 - Expand boxes for Private and Other funding sources sought?
 - Move “application dropbox available to CCAASE members” one week out?
 - Figure out why pdf combined files dropped the category checks (during form assembly?)
 - Password protection- do not password protect from printing- why does Adobe require a password when combining into single pdf?
 - Make sure Board section allows for complete board member entry
 - Agendize deficiency matrix discussion for start of 2018 grant process
- Subcommittee notes:
 - Application
 - Part 3.D geographical location – address confusion (by some) that A&SE needs to be 100% in Town

- Part 4.A summary financial information table – address confusion with placement of accurate date for “current fiscal year ending on”
 - Part 4.B other funding sources table – clarify that information should be for upcoming year
- January meeting notes:
 - Process
 - Discuss reinstatement of Board comment process for applicant feedback (Sasha)
 - Discuss average worksheet process given number of conflicts
 - Potential worksessions/interviews
 - Film re long term CCAASE funding
 - Jazz Festival
 - Telluride Institute/Palm Theatre (topic: individual programs as applicants)
 - Guidelines
 - Discuss eligibility for programs applying separately from main organization (Telluride Institute & programs, Ballet & Palm Arts, etc.)
 - Application
 - Adjust to encourage greater specificity in targeting programs/services in Telluride region for large organizations (TFF, mental health, avalanche, etc.)
- **March meeting notes:**
 - **Process**
 - **Discuss the possibility of multi-year (e.g. 3 year) grants**
 - **Application**
 - **Discuss addition of “quantitative measures”**
 - **Discuss addition of collaborations with for-profits (as well and non-profits)**
- Other
 - Double dipping (CCAASE and TC line item) - Confirm current status of the following 2017 issues and confirm plan for 2018 funding
 - Film – Nugget subsidy funding by TC and festival funding through CCAASE
 - Mental Health initiative – funding by TC (to Tri County health – no funding to partners (SMRC & Midwest Mental Health?) and organizational funding through CCAASE to SMRC and Midwest Mental Health

Following the work session, the Chair recognized audience member Chuck Glass, who addressed the Commission.

6. REPORTS

6a. Staff

- The Commission decided by acclamation to cancel the regular April, 2017 CCAASE meeting
- New CCAASE member Pepper Raper was introduced to fellow CCAASE members

6b. Chairperson None

7. ADJOURNMENT Sullivan declared the meeting adjourned at 12:55 p.m.

YEAR 2017 CCAASE CALENDAR OF SPECIAL EVENTS

Month	Date	Banner Approval	Event	Location
January	Dec 27, '16 ~ Jan 6	Y	SAF Holiday Concert Series	SOH
	5	N	Art Walk	Galleries
	14	N	Live at the Palm- FlyDance Company	Palm Theatre
	20	N	KOTO Lip Sync	SOH
	20 ~ 22	Y	Fire Festival	Various
February	2	N	Art Walk	Galleries
	2 ~ 5	N	Winter Wine Festival	Various
	3 ~ 6	Y	SAFYPT High School Musical	SOH
	8 ~ 11	Y	SMRC Chocolate Lovers' Fling	Conference Center
	16 ~ 19	Y	SAF Comedy Festival	SOH
	Feb 23 ~ Mar 6	Y	AIDS Benefit	SOH, Conf. Center, Palm
	24	Y	Telluride AIDS Benefit Student Fashion Show	Palm Theatre
	Feb 25 ~ Mar 4	Y	Telluride Gay Ski Week	SOH, Nugget, other
March	Feb 23 ~ Mar 6	Y	AIDS Benefit	SOH, Conf. Center, Palm
	Feb 25 ~ Mar 4	Y	Telluride Gay Ski Week	SOH, Nugget, other
	2	N	Art Walk	Galleries
	9 ~ 12 and 16 ~ 19	Y	Telluride Theatre Spring Musical	Palm
	10	Y	The Blue Party- A Celebration of TASP	Telluride Conference Center
	10 ~ 11	Y	SOH Spring Break Concert Series	SOH
	16	N	2nd Annual Sunset Scramble	Telluride Ski Resort
	18	N	Cardboard Sled Derby	Telluride Ski Resort
	19	Y	Telluride Rotary Red Ball Express	Telluride Ski Resort
	24	N	Choral Society SpringSing Concert	Palm Theatre
	Mar 29 ~ April 1	Y	Telluride Theatre Burlesque Fundraiser	SOH
	Mar 31 or April 1	N	KOTO Street Dance	Colorado Avenue
April	Mar 29 ~ April 1	Y	Telluride Theatre Burlesque Fundraiser	SOH
	Mar 31 or April 1	N	KOTO Street Dance	Colorado Avenue
	25 ~ 26	Y	TEDxTellurideLive	Palm Theatre
May	2 ~ 7	Y	SMRC Sexual Assault Awareness Month	various
	5 ~ 7	Y	SAFYPT Elementary School Play	SOH
	9	Y	Valley Floor Day	various
	18 ~ 21	N	Telluride Literary Arts Festival	Other
	18 ~ 25	N	School K-12 Art Show	Palm Theatre Lobby
	19 ~ 20	Y	Spring Clean Up	Black Bear Road
	21	N	Palm Arts Spring Dance Recital	Palm Theatre
	24 ~ 29	Y	Mountainfilm	various
June	1	N	Art Walk	Galleries
	1 ~ 3	Y	10th Anniversary of Valley Floor Acquisition	Various
	2 ~ 4	N	Balloon Festival	Town Park, Colo Ave
	2	N	Palm Kidz: Big Bang Boom Band	Palm Theatre
	3	N	Huck Finn Day	Town Park
	5 ~ 11	Y	25th Annual Wild West Fest	SOH and Town Malls
	8 ~ 11	Y	Telluride Weekend of Wellness	various
	15 ~ 18	Y	Bluegrass Festival	various
	22 ~ 25	Y	Wine Festival	Malls, other
	23	N	Palm Kidz: Peter Davison	Palm Theatre
	24	N	Pinhead Science of Cocktails	Elks Park
	24	N	Touch-A-Truck	Carhenge Parking Lot

YEAR 2017 CCAASE CALENDAR OF SPECIAL EVENTS

June (continued)	June 28 ~ July 4	Y	Plein Air	Malls, SOH
	30	N	Palm Kidz: Big Bubble Circus	Palm Theatre
July	June 28 ~ July 4	Y	Plein Air	Malls, SOH
	4	Y	4th of July Celebration	various
	6	N	Art Walk	Galleries
	7	N	Palm Kidz: Mysto the Magician	Palm Theatre
	8 ~ 9	Y	The Ride	Town Park, SOH
	11 ~ 16	Y	Art + Architecture Weekend	Other
	13 ~ 15	Y	Ah Haa Art Auction	S. Townsend Ave.
	14 ~ 15	N	Hardrock Hundred Endurance Run	Town Park
	14	N	Palm Kidz: Animals of Pokemon	Palm Theatre
	15 ~ 22	Y	Shakespeare in the Park	Shellman Stage
	17 ~ 23	Y	Telluride Baseball Festival	Town Park, Other
	20 ~ 23	Y	Telluride Yoga Festival	Malls & other
	22	N	Telluride 100 Mountain Bike Race	Colorado Avenue Start
	23	Y	Bow Wow Film Fest	SOH, North Oak St. Park
	27	N	Telluride Mountain Club Member Event	Town Park Core Area
	28	N	Palm Kidz: Steve Weeks	Palm Theatre
August	3	N	Art Walk	Galleries
	4	N	KOTO Duck Race	San Miguel River
	4 ~ 6	Y	Mudd Butts Mystery Theater	Palm Theatre
	4 ~ 6	N	Jazz Celebration	Town Park, other
	6 ~ 14	N	Chamber Music Festival	SOH, Core Area, Palm
	10 ~ 20	Y	Chamber Music Festival	SOH, Core Area
	11	Y	Top Chef and Taste of Telluride	Peaks Hotel
	17 ~ 20	Y	Telluride Mushroom Festival	Town Park & Malls
	19	N	BalletCollective	Palm Theatre
	25	Y	Telluride Theatre Sings!	Palm Theatre
	Aug 30 ~ Sept 4	Y	Film Festival	Various
September	Aug 30 ~ Sept 4	Y	Film Festival	Various
	7	N	Art Walk	Galleries
	8 ~ 9	Y	Imogene Pass Run	Oak St., Elks Park
	8 ~ 10	N	Ideas Festival	SOH
	11 ~ 16	Y	Black Bear Awareness Week	Other
	15 ~ 17	Y	Blues & Brews Festival	Town Park, SOH
	Sept 21 ~ 24	Y	Telluride Festival of Cars and Colors	Colorado Avenue
	22 ~ 23	Y	Mountains to Desert Bike Ride	Colorado Ave
October	3 ~ 8	Y	Domestic Violence Awareness Month	Various
	5	N	Art Walk	Galleries
	7	N	Indigenous Peoples Day	SOH
	11	N	Telluride Foundation Outstanding Citizen	Various
	12	N	BRAvo Fundraiser	New Sheridan Bar
	13 ~ 15	Y	Horror Show	SOH, Nugget Theatre
November	10 ~ 12	N	KOTO Ski Swap	Wilkinson Library Garage
December	1 ~ 3	N	Telluride Holiday Arts Bazaar	High School
	1 ~ 3	Y	SAF Young People's Theater	SOH
	8 ~ 9	N	Choral Society WinterSing Concerts	Other
	12	N	Telluride Gives	Various
	16 ~ 23	Y	Telluride Theatre Original Show	TBD
	Dec 27 ~ 31	Y	SAF Holiday Concert Series	SOH
	31	N	New Year's Eve Celebration	Colorado Ave



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HELP

FORM CENTER

[VIEW SITE](#)

Item #4a

MAIN

FIELD SETS

LEGACY FORMS

PROPERTIES

BACK

PRINT

SAVE CHANGES

CANCEL

Form Center ► Parks and Recreation ► Calendar Date Application Form ► Submission #1359

First Name *

Warner

Last Name *

Paige

Special Event or Festival *

Telluride Chamber Music Festival

How many attendees do you expect each day of your event? *

100

Event Manager *

Warner Paige

Requested Dates *

August 6-August 14

Form
Details

Submitted By:

Submitted On:

March 20, 2017 10:09 AM

IP Address:

75.166.105.113

Answered 14 of 17 (82.4%)

Is this a new event (not on the CCAASE calendar)? *

☒ Yes☐ No

If yes, attach a detailed description of the event. Include information about crowd size, educational programs, economical/environmental/community impacts, cultural benefits, etc. New event applicants(did not use town park facilities in previous year), or existing events requesting a change in date that want to use Town Park facilities must be granted venue approval by the Parks and Recreation Commission prior to applying to CASE for approval.

Upload detailed description

 No file chosen

Is this a change of date / weekend from previous event? *

YES



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HELP

Email Address

Mailing Address *

Telluride, CO 81435

Phone Number *

Fax Number

Which venue(s) will you apply for?

- ☒ Town Park
- ☐ Town Park Core Area
- ☐ Town Malls
- ☒ Opera House
- ☐ Nugget Theatre
- ☒ Palm Theatre
- ☐ Other Venues

If other:

Will you apply to hang a banner across Colorado Avenue?

☐ Yes ☒ No

Will you apply for a street closure or parade?

☐ Yes ☒ No



Town of Telluride Parks & Recreation Department
P.O. Box 397 (970) 728-2173
Email: jwontrobski@telluride-co.gov

2017 COLORADO AVENUE BANNER APPLICATION AND AGREEMENT

Organization: TELLURIDE CHAMBER MUSIC FESTIVAL

Approved CCAASE Calendar Date(s):

8/6/17 - 8/13/17

Requested Banner Display Date(s):

(No more than 1 day prior and 1 day after CCAASE date(s))

8/7 - 8/13/17

Banner Dimensions (Max. dimensions are 4 ft x 25 ft): OK

Event Manager: WARNER PALGE

Phone #: [REDACTED]

Mailing Address: [REDACTED]

Email: [REDACTED]

Has your banner design been reviewed and approved by C.C.A.A.S.E.? Yes ☒ No ☐

- Events must be on the *C.C.A.A.S.E. calendar* to hang banners across Colorado Avenue.
- Commercial advertisements, commercial logos, web addresses, contact information, street addresses, and individual's names (which are not part of the event name or sponsoring organization's name) and so forth, are not allowed.
- Applicants must be 18 years or older.
- Applicants should apply for banner display *at least 30 working days* prior to the date they wish to hang the banner. Banner Agreements must be approved before banner display is permitted.
- If sharing banner space is approved by C.C.A.A.S.E., a maximum of two (2) banners may be strung horizontally, end to end only, across Colorado Avenue. Stacking of banners is not permitted.
- Banners must be hung on the existing wire and must be connected to the designated hardware.
- Banners must be *at least 18 feet* above Main Street to allow for truck clearance. *Maximum banner size is 4 feet high by 25 feet wide.* New banner designs must be 4 feet high.
- Banners may be hung *at noon the day before* the first approved C.C.A.A.S.E. Calendar date.
- Banners must be *removed by noon on the final display date.*
- Events or organizations failing to comply with approved dates, times, or other requirements including failing to contact tenants in affected buildings will be required to pay a *\$100 deposit* if they wish to hang a banner in the future. Subsequent violations will result in a *\$100/day* fine.

STAFF USE ONLY:

P&R Director Approval: _____

Time Up: *No earlier than Noon on* _____ 2017

Copy e-mailed: _____ Max: _____

Time Down: *By Noon on* _____ 2017

Security Deposit: \$ _____

* Your banner will be co-hung with the following organization(s): *Please coordinate your schedule & efforts.*

Organization(s): _____

Date(s): _____

Contact #(s): _____

I, the undersigned "Applicant", do hereby agree to the following conditions in return for permission to erect a temporary banner between the Examiner Building located at 232 West Colorado Avenue and the New Sheridan Hotel located at 231 West Colorado Avenue (hereafter referred to as the "Buildings").

1. Applicant will contact the New Sheridan Hotel and the tenant in the northernmost office on the second floor of the Examiner Building to arrange a time to hang a banner.

2. Applicant will use extreme care and due caution to prevent the occurrence of bodily injury or property damage resulting from or associated with affixing any banner or other device to the above-described Buildings.

3. Applicant will comply with the lawful regulations of all relevant law enforcement and traffic control officials in regards to the erection of any sign or banner over or adjacent to public thoroughfares.

4. Applicant agrees to indemnify and hold harmless the Town, its officers, agents and employees, and the owners of the Buildings, tenants of the Buildings, manager of the Buildings, and any visitor to the Buildings from and against all liabilities, claims, and demands, on account of injury, loss or damage (including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever) which arise out of or are in any manner connected with this Agreement, or work performed pursuant hereto, caused or claimed to be caused in whole or in part by the act, omission, error, mistake, negligence or other fault of the Applicant, or its successors in interest, or any employee or contractor of the Applicant.

5. Applicant has provided proof of sufficient insurance coverage to pay for any and all costs which might result from or be associated with Applicant's act of affixing, or attempting to affix, attach, or otherwise secure any banner or other device to Buildings.

I have read, fully understand and agree to comply with all conditions of this agreement:

Signature: _____

Print Name: _____

Title: _____

Warner Paige

WARNER PAIGE

PRESIDENT